

LOS ANGELES POLICE DEPARTMENT NOTICE TO APPEAR (TRAFFIC)	
NAME	SERIAL NO.
SUPERVISOR APPROVING	
RE-ISSUED TO	
SUPERVISOR APPROVING	

BOOK

INSTRUCTIONS

1. ADULTS - Cite all adults to appear according to the issued appearance date schedule at the appropriate Traffic Court:

VIOLATION LOCATION	COURT LOCATION
All Central Bureau Areas, 77 th St., Southeast, Hollywood, Southwest, and Wilshire Areas	1945 South Hill Street, Los Angeles, 90007
West Valley and Devonshire Areas	Infractions: 9425 Penfield Avenue Chatsworth, 91311
	Misdemeanors: 900 Third Street San Fernando, 91340
Van Nuys and North Hollywood Areas	14400 Erwin Street Mall, 2 nd Floor, Van Nuys, 91401
Foothill and Mission Areas	900 Third Street, San Fernando, 91340
Harbor Area Only	505 Centre Street, San Pedro, 90731
West Los Angeles and Pacific Areas	Infractions: 1633 Purdue Avenue, West Los Angeles, 90025
	Misdemeanors: 11701 South La Cienega Boulevard, Los Angeles, 90045

2. JUVENILES - Cite all juveniles to appear according to the issued appearance date schedule at the appropriate Informal Juvenile & Traffic Court:

All Central Bureau Areas, 77 th St., Southeast, Southwest, Hollywood, and Wilshire Areas	1945 South Hill Street, 8 th Floor, Los Angeles, 90007
West Los Angeles and Pacific Areas	1725 Main Street, Santa Monica, 90401
North Hollywood, Van Nuys, and West Valley Areas	6230 Sylmar Avenue Van Nuys, 91401
Devonshire, Foothill and Mission Areas (1:30 P.M. Session Only)	Department 275 16350 Filbert Street Sylmar, 91342
Harbor Area	415 West Ocean Boulevard, Long Beach, 90802

FINDER, PLEASE RETURN THIS BOOK TO THE NEAREST POLICE STATION

70-04.50.0 (09-20-05)

CORRECTABLE VIOLATIONS: When a violation does not evidence fraud or persistent neglect, has not presented and does not present an immediate safety hazard, AND, the violator agrees to, and is able to promptly correct the condition, the following Vehicle Code Sections **may** be dismissed by the Court on proof of correction:

- * Any registration infraction listed in Division 3;
- * Any driver license infraction listed in Division 6, Section 12951(a) (Driver license not in possession);
- * Any equipment infraction listed in Divisions 12, 13, 14.8, 16, 16.5, and 16.7, and Section 21201 (Bicycle equipment).

NOTE: There are exceptions to the above criteria which are listed in the Citation Guide, Form 16.65.

CERTIFYING CORRECTIONS: Officers (other than those assigned to the Specialized Enforcement Unit, TCS) shall not certify (sign off) violations as being corrected. Driver license and registration violations may be certified as corrected by the Department of Motor Vehicles or any clerk of a court. Equipment violations may be certified as corrected as noted on the reverse of the violator's copy.

HAZARDOUS MATERIAL: Any vehicle transporting hazardous materials as defined in Section 353 CVC and 2452 CVC.

COMMERCIAL VEHICLE: Section 15210(b) CVC defines a commercial vehicle as a motor vehicle or combination of motor vehicles used to transport passengers or property, and:

- * Has a gross combination weight rating of 26,001 or more pounds; or,
- * Has a gross vehicle weight rating of 26,001 or more pounds; or,
- * Is designed to transport 16 or more persons, including the driver;
- * Is used in the transportation of hazardous materials.

OTHER MISCELLANEOUS ITEMS:

- * List the most serious violations first.
- * TRANSIENT: Use "1942 Transient" for the address location.
- * **DO NOT QUOTE BAIL OR STATE THAT A COURTESY NOTICE WILL BE MAILED.**
- * Do not change any information on the court copy without changing the same information on the violator's copy. This is a Misdemeanor (see 40500(d) CVC).
- * MISDEMEANOR BOX: Check this box if any violation cited is a Misdemeanor (refer to Citation Guide, Form 16.65).
- * Use civilian time only.
- * Check the appropriate court, as reflected on the Violation and Court Location Schedule found on the Citation Book cover.

EVIDENCE OF FINANCIAL RESPONSIBILITY: Enter the insurance company name **and** policy number in this box. (The person cited may present this information orally or in writing.) Evidence of Financial Responsibility may be in any of the following forms:

- * The name of the insurance or surety company which issued the liability policy or bond, and the number of the policy or bond; or,
- * "SELF-INSURED" followed by the certificate or deposit number issued by DMV; or,
- * "T" number followed by the number found on the placard or card issued by the PUC; or,
- * An out-of-state commercial vehicle Uniform Identification Card Stamp No. issued by PUC (SEU/TCS only);
- * "Federal/County/City Vehicle"; or,
- * "NONE". In this instance, cite for 16028(a) CVC or for 16028(c) CVC [no evid. of ins. at a traffic collision scene] in addition to other violations.

Employer's Vehicle: If the vehicle involved in the 16028(a) or (c) CVC violation belongs to the driver's employer and is being used with employer's permission, issue a citation to the driver for the original violation(s) and issue a separate citation to the employer using the following procedure:

Employer's Name: Enter on "Name" line of citation. This may be the company name or an individual's name as appropriate.

Descriptions: Addresses, physical description, license number, etc. Enter information relating to the employer. If not available, place a dash in the space. Enter "NONE" in the Evidence of Financial Responsibility box.

Violation(s): In this section enter the following type of information – "16028(a) CVC – No evid. financial responsibility – Employer's vehicle – Driver John T. Smith cited 22350 CVC – Cite # 50 00000".

Signature: Request the driver to sign the citation on behalf of the employer. If the driver refuses, enter "DRIVER REFUSED".

Employer's Copy: Give the violator's (white) copy to the driver and **inform him/her that State law requires that he notify the employer of the citation within 5 days.** If the driver refuses to accept this copy, reinsert it into the citation book and enter "Driver Refused to Accept Copy" in the "Violations" section. Hand in this copy with the original (green) copy, stapled behind it in the bottom left-hand corner. Traffic Coordination Section will mail the white copy to the vehicle owner with a notification letter.

Out-of-State Vehicles: 16028 CVC applies only to vehicles required to be registered in California.

**NOTICE TO APPEAR (TRAFFIC)
CITATION BOOK COVER (REVERSE)**

LOS ANGELES POLICE DEPARTMENT CITY OF LOS ANGELES										<input type="checkbox"/> MISDEMEANOR																			
NOTICE TO APPEAR										<input checked="" type="checkbox"/> TRAFFIC <input type="checkbox"/> NONTRAFFIC (CITATION NO.)																			
Date Of Violation / /					Time <input type="checkbox"/> AM <input type="checkbox"/> PM					Day of Week S M T W T F S					CASE NO.														
Name (First, Middle, Last)										<input type="checkbox"/> Owner's Responsibility (Veh. Code, § 40001)																			
Address																													
City										State					ZIP Code														
Driver Lic. No.					State					Commercial <input type="checkbox"/> Yes <input type="checkbox"/> No					Age		Birth Date / /			<input type="checkbox"/> Juvenile (Phone No.) ()									
Sex		Hair		Eyes		Height			Weight			Race			Other Description														
Veh. Lic. No. or VIN										State					<input type="checkbox"/> COMMERCIAL VEHICLE (Veh. Code, § 15210(b))														
Yr. of Veh.		Make			Model			Body Style			Color			<input type="checkbox"/> HAZARDOUS MATERIAL (Veh. Code, § 353)															
Evidence of Financial Responsibility																													
Registered Owner or Lessee										<input type="checkbox"/> Same as Driver																			
Address										<input type="checkbox"/> Same as Driver																			
Correctable Violation (Veh. Code, § 40610) Yes No Code and Section										Description					<input type="checkbox"/> Booking Required					Misdemeanor or Infraction (Circle)									
<input type="checkbox"/>		<input type="checkbox"/>																		M		I							
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Speed Approx.		P.F./Max. Spd.			Veh. Lmt.			Area of Occ.			<input type="checkbox"/> Continuation Form issued					N		E											
Location of Violation(s) at										City and County of Los Angeles										W		E							
<input type="checkbox"/> Violations not committed in my presence, declared on information and belief. I declare under penalty of perjury under the laws of the State of California the foregoing is true and correct.										S																			
Arresting or Citing Officer										<input type="checkbox"/> TE <input type="checkbox"/> CI <input type="checkbox"/> PT DIV _____					Serial No.					to Dates Off									
/ / Date										Name of Arresting Officer, if different from Citing Officer										Serial No.					to Dates Off				
WITHOUT ADMITTING GUILT, I PROMISE TO APPEAR AT THE TIME AND PLACE INDICATED BELOW. X Signature																													
WHEN: ON OR BEFORE THIS DATE: ____/____/____																													
WHAT TO DO: FOLLOW THE INSTRUCTIONS ON THE REVERSE.																													
WHERE: CLERK'S OFFICE OF THE SUPERIOR COURT. (An * Indicates Night Court Available.) (PHONE NO. FOR ALL ADULT LOCATIONS IS: (213) 742-1884) <input type="checkbox"/> San Fernando, 900 Third Street, San Fernando, 91340 <input type="checkbox"/> 9425 Penfield Avenue, Chatsworth, 91311 <input type="checkbox"/> Airport, 11701 South La Cienega Boulevard, Los Angeles, 90045 <input type="checkbox"/> Van Nuys, 14400 Erwin Street Mall, 2 nd Floor, Van Nuys, 91401 * <input type="checkbox"/> West Los Angeles, 1633 Purdue Avenue, West Los Angeles, 90025 <input type="checkbox"/> Metropolitan, 1945 South Hill Street, Los Angeles, 90007 * <input type="checkbox"/> San Pedro, 505 Centre Street, San Pedro, 90731 <input type="checkbox"/>																													
INFORMAL JUVENILE & TRAFFIC COURT (PHONE NO. FOR ALL JUVENILE LOCATIONS IS (213) 744-4155) (ACCOMPANIED BY PARENT OR GUARDIAN) ON: ____/____/____ AT 8:30 A.M. OR 1:30 P.M. (CIRCLE TIME)										Right Thumbprint																			
<input type="checkbox"/> Metropolitan, 1945 South Hill Street, 8 th Floor, Los Angeles, 90007 <input type="checkbox"/> West, 1725 Main Street, Santa Monica, 90401 <input type="checkbox"/> Northwest, 6230 Sylmar Avenue, Van Nuys, 91401 <input type="checkbox"/> South, 415 West Ocean Boulevard, Long Beach, 90802 <input type="checkbox"/> Department 275, 16350 Filbert Street, Sylmar, 91342 (1:30 P.M. Session Only) <input type="checkbox"/>																													
<input type="checkbox"/> To be notified																													
FPO Barcode																													
COURT COPY TR-130 LAPD FORM 70-04.50.0																													

NOTICE TO APPEAR FORM APPROVED BY THE JUDICIAL COUNCIL OF CALIFORNIA
Rev. (09-20-05) (Veh. Code, §§ 40500(b), 40513(b), 40522, 40600; Pen. Code, § 853.9)

COURT COPY (Green)

IMPORTANT--READ CAREFULLY

WARNING: If you fail to appear in court as you have promised, you may be arrested and punished by 6 MONTHS IN JAIL AND/OR A \$1,000 FINE regardless of the disposition of the original charge. (Veh. Code, § 40508 or Pen. Code, § 853.7.) In addition, any person who fails to appear as provided by law may be deemed to have elected to have a trial by written declaration (in absentia) pursuant to Vehicle Code section 40903(a) upon any alleged infraction, as charged by the arresting/citing officer.

JUVENILE: If you were under age 18 at the time the citation was issued, you must appear in court with your parent or guardian.

COURTESY NOTICE: A courtesy notice **may** be mailed to the address shown on your citation, indicating the required deposit of money (bail) that may be forfeited instead of your appearing in court. If you do not receive such courtesy notice, you are still required to comply with the items below by the appearance date.

WHAT TO DO

You are required to appear at court for a misdemeanor violation. For all violations, your court date/time/place are on the front of this notice to appear. Have the citation with you when contacting the court. In all infraction cases, you must do one or more of the following for each violation:

- Pay the fine (bail).
- Appear in court.
- Contest the violation.
- Correct the violation (traffic cases, when applicable).
- Request traffic school (traffic cases, when applicable).
- Request trial by written declaration. (traffic cases)

If you do not do one of the above actions, then a "failure to appear" charge will be filed against you (Veh. Code, § 40508(a)) and your driver license may be withheld, suspended, or revoked. In some courts you may be charged an amount in addition to the bail amount and the case may be turned over to a collection agency. (Pen. Code, § 1214.1.)

1. If you do NOT contest the violation:

- a. (Pay the bail amount)** Contact the court for bail information. You will not have to appear in court. You will be convicted of the violation, and it will appear on your record at the Department of Motor Vehicles (DMV). A point count may be charged to your DMV record and your insurance may be adversely affected.
- b. (Traffic school)** You may be able to avoid the point count by completing traffic school. You must pay the bail amount, and you may have to pay other fees. Contact the court to request traffic school.
- c. (Correctable violations)** If the "Yes" box is checked on the front of your ticket, the violation is correctable. Upon correction of the violation, have a law enforcement officer or an authorized inspection/installation station agent sign below. (Veh. Code, § 40616.) Registration and driver license violations may also be certified as corrected at an office of the DMV or by any clerk or deputy clerk of a court. The violation will be dismissed by the court after PROOF OF CORRECTION and payment of a transaction fee are presented to the court by mail or in person by the appearance date. Violations of Vehicle Code section 16028 (automobile liability insurance) will be dismissed **only** upon (1) your **showing or mailing to the court** evidence of financial responsibility valid at the time this notice to appear was issued, and (2) your payment of a transaction fee.

CERTIFICATE OF CORRECTION (MUST BE RETURNED TO COURT)				
Section(s) Violated	Signature of Person Certifying Correction	Serial No.	Agency	Date

2. If you contest the violation (select a or b):

- a. (Court trial)** Send a certified or registered letter postmarked not later than five days prior to the appearance date, or come to the court by the appearance date to request a court trial on a future date when an officer and any witnesses will be present. **You will be required to submit the bail amount.**

-OR-

- b. (Trial by written declaration (traffic cases))** Send a certified or registered letter postmarked not later than five days prior to the appearance date, or come to the court on or before the appearance date to request a trial by written declaration. **Submit the bail amount.** You will be given forms to allow you to write a statement and to submit other evidence without appearing in court. An officer will also submit a statement. The judicial officer will consider the evidence and decide the case.

- 3.** Make check/money order payable to Clerk of the Court. Write your citation number and driver license number on your check or money order. You may pay in person, by mail, or by phone.

- 4.** If "Booking Required" is checked you must appear for booking prior to your court date and bring the signed verification to your court appearance.

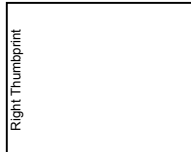
Booking Verification: I declare under penalty of perjury under the laws of the State of California

_____ was booked on _____
Defendant's name Date Officer Serial No.

- 5.** Additional information is available at: (213) 742-1884
Local Web site: www.lasuperiorcourt.org

REVERSE OF DEFENDANT'S COPY

LOS ANGELES POLICE DEPARTMENT CITY OF LOS ANGELES												<input type="checkbox"/> MISDEMEANOR																																																																									
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AGENCY COPY
TR-130
LAPD FORM 70-04.50.0

AGENCY COPY (Goldenrod)

LOS ANGELES POLICE DEPARTMENT CITY OF LOS ANGELES										<input type="checkbox"/> MISDEMEANOR																			
NOTICE TO APPEAR										<input checked="" type="checkbox"/> TRAFFIC <input type="checkbox"/> NONTRAFFIC (CITATION NO.)																			
Date Of Violation / /					Time <input type="checkbox"/> AM <input type="checkbox"/> PM					Day of Week S M T W T F S					CASE NO.														
Name (First, Middle, Last)															<input type="checkbox"/> Owner's Responsibility (Veh. Code, § 40001)														
Address																													
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DEFENDANT'S COPY (White)